



# FEMA

## MINUTES OF THE FEDERAL INTERAGENCY COMMITTEE ON EMERGENCY MEDICAL SERVICES (FICEMS)

<b>DATE &amp; TIME:</b>	September 2, 2004 10:30 a.m.
<b>LOCATION:</b>	National Emergency Training Center (NETC) Building J, Room 107 16825 South Seton Avenue Emmitsburg, Maryland 21727
<b>MEMBER AGENCY REPRESENTATION:</b>	<b>Department of Homeland Security</b> <i>Federal Emergency Management Agency (FEMA)</i> Mr. Hugh Wood, Chairman United States Fire Administration  Ms. Cathy Broughton United States Fire Administration  Mr. John Hoyle United States Fire Administration  Mr. Bill Troup United States Fire Administration  Ms. Katie Gagnon – Intern working for United States Fire Administration
	<b>Department of Agriculture</b> No Representation
	<b>Department of Commerce (DOC)</b> <i>NTIS</i> Wayne Strickland Jeanette Young-Reese
	<b>Department of Defense (DOD)</b> No Representation

	<p><b>Department of Health and Human Services (DHHS)</b>  <i>NIOSH</i>  Ms. Nancy Romano  National Institute for Occupational Safety and Health</p> <p>Mr. Herb Linn  National Institute for Occupational Safety and Health</p> <p><i>HRSA- EMSC</i>  Ms. Tina Turgel</p> <p><i>HRSA – Trauma EMS Technical Assistance Center</i>  Mr. Terry Mullins</p> <p><i>Indian Health Service</i>  Cathy Stueckemann  Office of Clinical and Preventative Services</p> <p>Christina Whitehead  Office of Clinical and Preventative Services</p>
	<p><b>Department of Interior</b>  No Representation</p>
	<p><b>Department of Justice (DOJ)</b>  No Representation</p>
	<p><b>Department of Labor</b>  No Representation</p>
	<p><b>Department of Transportation (DOT)</b>  Mr. Dave Bryson  National Highway Traffic Safety Administration (NHTSA)</p> <p>Mr. Drew Dawson  National Highway Traffic Safety Administration</p> <p>Ms. Susan McHenry  National Highway Traffic Safety Administration</p> <p>Ms. Carol Ferro  National Highway Traffic Safety Administration</p>
	<p><b>Department of Veteran Affairs</b>  No Representation</p>

		<b>Federal Bureau of Investigation (FBI)</b> No Representation
		<b>Federal Communications Commission</b> No Representation
		<b>General Services Administration (GSA)</b> John McDonald*
<b>OTHER ATTENDEES PRIVATE SECTOR:</b>		<b>American Ambulance Association</b> Mr. Kurt Krumperman*
		<b>American Medical Response</b> Mr. Ron Thackery*
		<b>American Society Testing &amp; Materials (ASTM)</b> Mr. Pete Chambers*
		<b>Council of Governments</b> Ms. Christine Woodard
		<b>Maryland Institute for Emergency Medical Services System</b> Ms. Rene Fechter
		<b>National Volunteer Fire Council (NVFC)</b> Mr. Joe Robison
		<b>RAND Corporation</b> Mr. Brian Jackson
		<b>The Insurance Professionals</b> Mr. Bill Leonard*
		<b>VFIS</b> Mr. Richard Patrick

#### **I. ANNOUNCEMENTS/HANDOUTS**

Mr. Hugh Wood, Chairman, welcomed the group and stated that FICEMS is an information sharing group, not intended as an advisory committee. He noted that FICEMS is a Federal group strictly comprised of Federal agency membership that invites other interested parties to attend. It is a good opportunity, a good place to share information. He also noted that he would not be able to host the entire meeting as he's been deployed to Florida as a result of

the hurricane. He does want to start the meeting and discuss some of the critical issues that need to be determined at this meeting. With that, let us go around and do brief introductions for those in the room and on the teleconference.

Handouts:

- Ambulance Safety National Meeting, Outline – NHTSA, David Bryson
- NHTSA Fall 2004 Safety Programs – NHTSA, Drew Dawson
- National Native American EMS Association – Registration and Agenda & Indian Health Service ‘A Culture of Caring’ publication – IHS, Cathy Stueckemann
- HRSA – EMSC Handouts: 1) EMSC (Emergency Medical Services for Children) Program 2) Project Descriptions for Enhancing Pediatric Patient Safety & Clinical Practice Guidelines for Emergency Care of Children – HRSA-EMSC, Tina Turgel
- RAND & NIOSH Publication: Protecting Emergency Responders Vol.3, Safety Management in Disaster and Terrorism Response, NIOSH, Herb Linn

## **II. REVIEW OF PAST MEETING MINUTES**

Mr. Wood mentioned the review of the June 2003 meeting minutes. A motion was made to approve them. Motion was passed and the FICEMS minutes from the June 2003 meeting were approved.

## **III. OLD BUSINESS**

- Mr. Wood mentioned earlier that there were critical issues that needed to be resolved today and that they were related to the rotation of the FICEMS meetings. He reiterated that this decision would be up to the FICEMS body and that they hope to keep Emmitsburg in the rotation. He noted that there are some parameters that we need to adhere to and those start with the meeting must be held at a Federal facility, it must be held within a 65-70 mile parameter from the DC area, and that it must be centrally located to the Washington Metropolitan Area.

He thanked NHTSA and NTIS for the offer to host the quarterly meetings at their facilities and as a professional courtesy to NTIS, if the body approves, the December meeting would be held at their facility in Springfield, Virginia, since they were first to express the interest in hosting a meeting. The FICEMS body voted on the rotation and venue which were approved.

On behalf of FICEMS, NATEK will coordinate with NTIS to ensure the facilities can accommodate the needs and requirements of the FICEMS Committee (**AI**).

Mr. Wood asked Bill Troup to consider and express that the intent for rotation is to bring our stakeholders in to the meeting. Under New Business, determine the next several sites for rotation.

- Ms. Stueckemann was tasked to bring more information about the IHS November Training Conference. She brought the registration brochure and agenda and noted that they may need members for a Federal Panel. She asked anyone who may be

interested to contact her directly so she can see how to incorporate those who are interested in participating into the agenda.

- Mr. Wood apologizes for the teleconference difficulties in the room. The descriptions of difficulty appear to be related to 1) equipment capabilities and 2) callers participating on the teleconference may be on cell phones or speaker phones that may interfere as well. Mr. Wood reiterates that we will have the system checked out to try to make sure we can eliminate issues on our end and if those calling in will make sure they do what they can to eliminate issues on the far end. Together we can hopefully make the communications better for all.

#### IV. SUBCOMMITTEE REPORTS

##### Counter-Terrorism

Unfortunately, Mr. Gordon Sachs (Subcommittee Chair) was not available today to report on the Counter-Terrorism Subcommittee. Mr. Bill Troup, Acting Subcommittee Chair for June 04, mentioned that the majority of the items were deferred until Gordon Sachs returns for the September meeting today at 1:00 pm.

The main issue for the CT Subcommittee is to determine if we should dissolve the committee as the majority of the information can be shared in the main FICEMS Meeting or determine if there are issues that could drive the committee. Mr. Wood asked that Bill Troup address this issue under New Business and make a recommendation based on the input from the FICEMS body.

##### Ambulance Safety

Ms. Nancy Romano reported that the Ambulance Safety Subcommittee covered a lot of information this morning. Mr. Rick Patrick, VFIS, presented on Operation Safe Arrival and Mr. Jeff Lindsay was available for Q&A relating to Simulation Effects/Benefits.

Primarily Ms. Romano suggested to the FICEMS body that she would like to switch times with the Counter-Terrorism Subcommittee based on level of participation and many of those participants are located on the West coast. If it is approved by the USFA to dissolve the Counter-Terrorism Subcommittee, then this is not an issue and the changes can be made **(AI). (Note: this needs to be decided prior to October 1<sup>st</sup> if we are going to switch times for December so we can make sure the Federal register, draft agenda etc... has accurate information).**

Before Mr. Wood departs, he wants to bring everyone up to date on some topics of interest. He mentioned that FICEMS should ensure on behalf of the Nation that we are not duplicating efforts. This body is a great place to share the information so we serve our communities.

We came back from a couple of conferences recently, the IAFC and the IAFF, the membership for IAFF is roughly 265k members. Having been there I was taken back by the level of participation. This group is not normally perceived as our primary target audience,

since some within the IAFF are more actively involved in tech level training. However, we were pleasantly surprised at the level of interest in EMS/Fire Programs. In that those familiar with USFA emphasized that they wanted to ensure that USFA continue to work with the EMS community. Many were unaware of this FICEMS relationship. They wanted to see FEMA/USFA work more closely with the EMS community as a whole. This forum illustrates this relationship that they wanted to see but didn't know the involvement was being conducted.

Mr. Wood mentioned the selection panel for the EMS position and how NHTSA and our colleges supported this endeavor. Mr. Dawson thought the process of the selection panels was beneficial to the Fire Administration, NHTSA, and our colleges. We appreciated the opportunity to be involved in the selection panel process.

Mr. Wood discussed the Incident Management Teams and the type/structure, responsibilities and phases. If you are interested in more information about these teams, please contact Bill Troup at the conclusion of the meeting.

## **V. MEMBER AGENCY REPORTS**

NIOSH: Ms. Nancy Romano

- As far as our project addressing safety and evaluation of patient compartments, we are still analyzing our data and hopefully it will be available in 2005.

NIOSH: Mr. Herb Linn

- Mr. Linn reported that the RAND Corporation and NIOSH joined together on researching safety management on emergency response to large scale disasters. Now we have a group together to look at how to implement this effort so it doesn't just sit on the shelf. In this effort the majority of the information has been collected by EMS community especially for those who have been involved in disasters such as 9/11, Hurricane Andrew, Earthquake etc. We have taken these recommendations and suggestions and put them together for emergency responder. Mr. Linn introduced Mr. Jackson, RAND Corporation, who was the co-investigator, author on the report/lessons learned. If you would like for us to do a briefing, I am offering our assistance in helping to implement this effort.

If anyone is interested, please contact me at [hlinn@cdc.gov](mailto:hlinn@cdc.gov) NATEK will provide Mr. Linn with the mailing labels so Mr. Linn can send out to everyone (AI).

NHTSA: Mr. Drew Dawson

- We have passed out a liaison report for you that has information about our various activities and I'd like to highlight a couple.
- One of which is our major initiatives is the EMS Workforce for the 21<sup>st</sup> Century. The goal of this project will be to promote a sufficient, stable and well-trained workforce to sustain the nationwide EMS system. The project will include assessment, projections and modeling, as well as development of strategies to assure a sufficient workforce. Provider safety and wellness will also be addressed as will leadership

development. As with all the NHTSA EMS projects, this will include a multidisciplinary team of EMS stakeholders to guide the project and to work toward consensus on the development of national strategies to assure a robust EMS workforce. The cooperative agreement for this project will be awarded in the Fall of 2004.

- The Institute of Medicine, this is a co-funded project. The website is listed on the handout, pg. 7. The next meeting will be September 20-21, 2004. The initial report will be in late 2005 or early 2006.
- Our reauthorization is not right at the moment. The Senate bill 1072 has provisions for statutory authorizations for FICEMS. This would place FICEMS under NHTSA with various partners. This proposal is also reflected in Senate bill 2351 which is a non-administrative proposal but is very close to the Presidents proposal but will also bring in others besides the Federal agencies.
- There are a couple of things we are working closely with USFA. We participated in the interview selection panel as Mr. Wood mentioned earlier. Also participated in the review/revision of the EMS Incident Management Course to make it NIMS compliant.

NHTSA: Ms. Susan McHenry

- Ms. McHenry stated that they held a series of meetings with the 1) Task Force 2) EMS State Data Managers and 3) Vendors. All parties are extremely enthusiastic about the changes coming about to work towards NEMSIS compliance. There is a lot of energy right now working towards this goal. There are still a number of decisions to be made around the national database that will be determined over the next couple of months. We should have a better handle on how this will be implemented in the next several months. If you haven't checked out the website, please go to [www.NEMSIS.org](http://www.NEMSIS.org) for more information.

HRSA – EMS Trauma Systems: Mr. Terry Mullins

- Mr. Mullins provided an update on the revision of the 1992 Model Trauma Systems Plan. Ms. Anderson introduced the first draft to the stakeholders group last October. This document has undergone various changes and the draft is now complete. It is being presented as we speak to the stakeholders group so they can evaluate the changes. Ms. Anderson has also contacted state EMS directors to review from their perspectives. From those of you who aren't aware of the document, it now contains a self-evaluation forms which identifies the strengths and weaknesses.
- Ms. Anderson hopes to present this draft at the Grand T Meeting on February 2-4, 2005.
- Stakeholder's Meeting has been rescheduled for November 15-16, 2004 in WDC.
- The other program we are working on is a program that will assist the states in developing state trauma registry.

DHHS/IHS: Ms. Cathy Stueckemann

- Ms. Stueckemann briefly mentioned to the group that when we discuss state/local governments to include the Indian Tribes. She would like to increase the involvement of Indian Tribes as it relates to state/local and extends the invitation to involve the Indian Tribes. If you have questions on how to involve tribes, please let me know.

- We are now going to have an Office of EMS. It may have taken a while but we are now restructuring and implementing the suggestions from years ago. It is a very exciting time.
- Also touched on the conference as she mentioned earlier in the meeting and if you want more information about the panel, please contact her directly at [cstuecke@na.ihs.gov](mailto:cstuecke@na.ihs.gov)

HRSA-EMSC: Ms. Tina Turgel

- Ms. Turgel reported that FY04 was funded at 19.8M and hopes to have the same for FY05.
- We work in partnership with NHTSA/CDC on various programs, and have interagency agreements with CDC/IHS as well.
- Integrating 25 Children's hospitals for pediatric preparedness.
- Hopeful to fund 8 targeted grants this year.

DOC/NTIS: Mr. Wayne Strickland/Jeanette Young-Reese

- Mr. Strickland mentioned she was happy to host the upcoming December meeting and reported that their interest is to include the information on the various training classes in the NTIS database. We also circulated a brochure for additional services, see attached. For further information, go to [www.acsel.gov](http://www.acsel.gov).
- Ms. Young-Reese also noted that they recently signed a joint venture with DOD/OPM on e-learning services.
- Mr. Strickland is preparing to focus on Emergency Preparedness in September. Recently assisted NIH and mainly we want to assist the agencies with their mission on getting the information to the public.

GSA: Mr. John McDonald

- Mr. McDonald reports it's their busy time of year. They are getting all their offers in. Ambulance staff should be available middle October. All online requisitions and if you have any questions, please give him a call.

USFA: Mr. John Hoyle

- Mr. Hoyle provided a brief introduction of the Nobel Training Center. This center is dedicated to emergency management scenarios. It is a mock hospital so we can train our responders without interfering in an operating hospital.
- We are working on two courses:
  - Healthcare Leadership
  - Integration Emergency Management for the Metropolitan Medical Response Systems
  - For more information, please contact Mr. Hoyle.

USFA: Mr. Bill Troup

- Mr. Bill Troup addressed that the USFA has just finished up the *Emergency Vehicle Safety Initiative*. They hope to have the report printed and available for the December meeting.
- USFA is working on Phase II of the Emergency Vehicle Safety Initiative.



- Another project on the horizon is the Traffic Incident Management Systems, USFA is partnering with International Fire Service Training Association to look at layout of vehicles on the highway to prevent fire fighters & vehicles from being struck as well as other roadway safety issues.

## **VI. REPORTS – OTHER INTERESTED PARTIES**

National Volunteer Fire Council: Mr. Joe Robison

As FEMA is preparing for deployment to FL for the Hurricane, Mr. Robison noted that resources come very limited. Because of the Federal highway rules, sometimes you can't even get equipment and supplies into the area because of the rules. The point being during a major disaster, we can't always play by the rules.

Maryland Institute for Emergency Medical Services Systems (MEMS): Renee Fechter  
Ms. Fechter has nothing to report at this time.

Council of Governments: Ms. Christine Woodard

Ms. Woodard has offered to bring vehicles to the December meeting and incorporate a Post-meeting activity since it is close and has ample parking if this is acceptable with NTIS (AI).

American Ambulance Association (AAA): Kurt Krumperman

Mr. Krumperman reported that at the EMS Expo Conference in Atlanta, GA on October 21<sup>st</sup>, AAA is sponsoring a meeting dealing with driving and Ambulance Safety Issues.

*American Society of Testing and Materials (ASTM): Mr. Pete Chambers*

From ASTM, they are holding their meetings at the EMS Expo in Atlanta, GA as well. If you are interested in attending, please let him know.

ASTM has three new committees: Oxygen Systems, Orthopedic Group and Standards for Protective Gear. There are a lot of things going on and if anyone is attending and interested in getting involved with ASTM.

John McDonald asked Pete Chambers to email him with the information about the meetings in Atlanta (AI).

## **VII. ACTION ITEMS REVIEW**

No further review of existing action items, all have been rescheduled for December or are considered closed items.

### **Review of Action Items from this meeting:**

1. Primarily Ms. Romano suggested to the FICEMS body that she would like to switch times with the Counter-Terrorism Subcommittee based on level of participation and many of those participants are located on the West coast. If it is approved by the USFA to dissolve

the Counter-Terrorism Subcommittee, then this is not an issue and the changes can be made (AI). **(Note: this needs to be decided prior to October 1<sup>st</sup> if we are going to switch times for December so we can make sure the federal register, draft agenda etc... has accurate information).**

2. NATEK will provide Mr. Linn with the mailing labels so Mr. Linn can send out to everyone (AI).
3. Ms. Woodard has offered to bring vehicles to the December meeting and incorporate a Post-meeting activity since it is close and has ample parking if this is acceptable with NTIS (AI).
4. John McDonald asked Pete Chambers to email him with the information about the meetings in Atlanta (AI).
5. On behalf of FICEMS, NATEK will coordinate with NTIS to ensure the facilities can accommodate the needs and requirements of the FICEMS Committee (AI).
6. Mr. Troup suggested forwarding this recommendation to Mr. Wood and to making a motion in the December meeting (AI).

## VIII. NEW BUSINESS

### Disbanding Counter-Terrorism Subcommittee

Mr. Troup addressed the new business of dissolving the subcommittee. From the Federal perspective, it can be addressed in the main FICEMS meeting. Christine Woodward suggested that the committee has had several chairs, several objectives and just doesn't have a direction. Ms. Woodward agrees that the subcommittee should be dissolved or completely revamped.

Mr. Troup suggested forwarding this recommendation to Mr. Wood and to making a motion in the December meeting (AI).

Mr. Chambers, ASTM, mentioned that the main problem is that the right people aren't at the table. There is a lot of good information and it seems like we just can't get the key players to the table. This seems to be the hardest part.

Mr. Dawson, NHTSA, wanted to highlight the National EMS Scope of Practice Model on page 3 of the Liaison Fall 2004 report. For more information, please go to <http://emsscopeofpractice.org>.

## IX. SUBCOMMITTEE MEETINGS FOLLOWING THIS MEETING

Counter-Terrorism meets at 1:00

**X. NEXT MEETING**

December 2, 2004, 10:30 a.m.,  
NTIS, Springfield, VA  
Room 2029.

**XI. ADJOURNMENT**

Meeting adjourned at 12:05 p.m.

**\*\* Please see the following pages for the handouts provided in this meeting.**